



TOWN OF ELLINGTON

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**AD HOC DESIGN REVIEW BOARD
REGULAR MEETING MINUTES
THURSDAY, DECEMBER 18, 2014, 7:00 P.M.
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

MEMBERS PRESENT: Chairman Robert Dawson, Gary Chaplin, Michele Beaulieu-Dzen, Janet Marshall

MEMBERS ABSENT: Kevin Zahner

STAFF PRESENT: Lisa M. Houlihan, Town Planner/Troy Ciesco, Recording Clerk

I. CALL TO ORDER:

Chairman Robert Dawson called the December 18, 2014 regular meeting of the Ad Hoc Design Review Board to order at 7:00 PM in the Town Hall Annex, 57 Main Street, Ellington, CT.

II. PUBLIC COMMENTS (On Non-Agenda Items): NONE

BY CONSENSUS, THE BOARD WENT OUT OF AGENDA ORDER TO ADDRESS ADMINISTRATIVE BUSINESS PRIOR TO THE DISCUSSION REGARDING THE ROUTE 83 CORRIDOR STUDY DESIGN GUIDELINES.

III. ADMINISTRATIVE BUSINESS:

1. Approval of the May 8, 2014 Special Meeting Minutes.

MOVED (BEAULIEU-DZEN) SECONDED (MARSHALL) AND PASSED UNANIMOUSLY TO APPROVE THE MAY 8, 2014 SPECIAL MEETING MINUTES AS WRITTEN.

2. Discussion and approval of the 2015 Meeting Schedule.

After a brief discussion on the amount of review needed to create design guidelines, the board and staff added February 19, April 16, and May 21 to the 2015 meeting schedule.

BY CONSENSUS, THE BOARD APPROVED THE 2015 MEETING SCHEDULE AS AMENDED TO INCLUDE 2/19, 4/16, AND 5/21.

IV. NEW BUSINESS:

1. Review and discussion of Design Guidelines proposed in the Route 83 Corridor Study – Draft Report dated August 8, 2014.

Lisa Houlihan, Town Planner, provided background on the Route 83 Corridor Study and the design guidelines included in that document. She explained that, once adopted, the board could decide to make design guidelines part of the Plan of Conservation and Development or as an Appendix to the Zoning Regulations.

The board reviewed the design guidelines and discussed the best way to proceed. It was generally agreed that anything that is adopted should be more of a "guideline" than a "requirement". Chairman Dawson stated that the board should be able to deny certain designs without forcing an applicant to use a specific design.

Commissioner Chaplin stated that "New England village" is a good term to consider and that simplicity should be the board's goal in drafting a set of guidelines.

After further discussion, the board agreed to review design standards from other towns and reconvene at the February meeting.

V. ADJOURNMENT:

MOVED (BEAULIEU-DZEN) SECONDED (MARSHALL) AND PASSED UNANIMOUSLY TO ADJOURN THE DESIGN REVIEW BOARD REGULAR MEETING AT 7:56 PM.

Respectfully Submitted:



Troy Ciesco, Recording Clerk